



General
Services

Approved For Release 2002/07/12 : CIA-RDP80-00473A000700060002-1

Administration Washington, DC 20405

DD/A Registry

77-5925

November 3, 1977

DD/A Registry
File *Security - 5*

Mr. Michael J. Malanick
Acting Deputy Director
for Administration
Central Intelligence Agency
Washington, DC 20505

Dear Mr. Malanick:

This replies to your letter of October 18, 1977, concerning
the staffing of Federal Protective Officers [redacted]

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Unfortunately, we continue to face the same conditions as
stated in our previous letter. One of our major problems,
which we did not anticipate, is the excessive attrition.
The losses are practically equal to the gains.

Our Personnel Division is working closely with the U.S. Civil
Service Commission to expedite certificates of eligible
candidates for the FPO positions. It must be realized that
a large percentage of potential FPO's are lost because of time
frames between taking the test, interview, transposition to
a certificate, filling out the required security forms, taking
the polygraph and the large number who do not pass.

We regret that we cannot, at this time, assume staffing
responsibility for these buildings, however, please be assured
that we are doing everything we can to accomplish this task as
quickly as possible.

Sincerely,

ROBERT T. GRIFFIN
Deputy Administrator

DD/A Registry
File 17-5575

18 OCT 1977

Mr. Robert T. Griffin, Deputy Administrator
General Services Administration
Room 6137, GSA Central Office Building
18th and F Streets, N.W.
Washington, D. C. 20405

Dear Mr. Griffin:

Reference is made to a letter from Mr. John F. Blake, Deputy Director for Administration, to Mr. Joel W. Solomon dated 12 May 1977 and the reply to that letter dated 31 May 1977.

STATINTL
These letters dealt with the cost problem currently being experienced by this Agency in connection with the staffing of Federal Protective Officers (FPO's) at the [redacted] In the last four months, the need for overtime work by the FPO's has been reduced somewhat by concentrated recruitment efforts. In addition, our Office of Security has initiated a policy which now allows an FPO to start work after a successful security interview but prior to the completion of total security processing. This technique helps spot unsuitable FPO candidates early on thus saving resources by timely cancellation of case processing. As a consequence of these innovations, FPO's have been coming on board at a quicker pace to help staff [redacted] STATINTL

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In your letter of 31 May 1977, you stated that you hoped to hire enough FPO's to eliminate the overtime situation [redacted] by 1 October 1977. It was our understanding that you hoped to accomplish this by that date by designating [redacted] as registered FPO-staffed installations and by simultaneously accepting the responsibility for staffing these buildings at the STATINTL

standard reimbursement rate. We now ask that you agree to assume this responsibility and ask that no overtime charges be made henceforth for regularly scheduled FPO coverage. Your assistance in this matter is appreciated.

Sincerely,

/s/ Michael J. Malanick

Michael J. Malanick
Acting Deputy Director
for
Administration

Distribution:

Orig - Addressee
(2) - ADDA Chrono, Subject
1 - D/Sec

STATINTL

ORIGINATOR:

[Redacted Signature Box]

Robert W. Gambino
Director of Security

13 Oct 77
Date

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REFERENCES

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WASHINGTON, DC 20405

May 31, 1977



Mr. John T. Blake
Deputy Director of
Administration
Central Intelligence Agency
Washington, DC 20505

DD/A Registry
77-3103

Dear Mr. Blake: *Jack*

DD/A Registry

File *Security*

STATINTL

This is in reply to your letter of May 12, 1977, concerning reimbursable overtime rates for Federal Protective Officers (FPO's) [redacted]

We would point out that the hiring freeze has not effected the employment of FPO's for the above locations. During the transition quarter and fiscal year 1977, Region 3 hired 31 FPO's for Central Intelligence Agency locations.

The majority of this number failed to meet your clearance requirements and were terminated by the General Services Administration (GSA). In view of this, procedures were changed in that candidates were cleared prior to employment as FPO's. Since this change of procedures, there has been a total of 16 new candidates cleared by your Agency of which three refused employment and nine have entered on duty or are pending entry for duty. During the same period, however, we have assumed additional protection responsibilities for your Agency which have placed further demands on cleared personnel.

While we can appreciate your problem, we find it impossible to accomplish your request by June 30, 1977, because of your clearance requirements, ongoing attrition, and the reasons mentioned above. We would hope, however, that through a concerted effort by GSA and your Agency, we will be able to hire enough FPO's to eliminate the overtime situation at these locations by October 1, 1977, the beginning of fiscal year 1978. Please be assured that we will eliminate this burden as quickly as possible.

Sincerely,

Robert T. Griffin

Robert T. Griffin
Deputy Administrator

DD/A Registry
File *Security*DD/A Registry
77-2689

12 MAY 1977

Mr. Joel W. Solomon, Administrator
General Services Administration
Room 6137, GSA Central Office Building
18th and F Streets, N.W.
Washington, D.C. 20405

Dear Mr. Solomon:

Reference is made to my letter forwarded to the former Administrator, Mr. Jack Eckerd, on 9 February 1976, setting forth problems regarding the shortage of Federal Protective Officers (FPO's) at certain CIA facilities.

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Currently, we are experiencing problems with the staffing of FPO's [redacted]

[redacted] The [redacted] Building was first staffed with FPO's on 5 February 1976, and [redacted] on 15 October 1976. As the Federal Protective Service (FPS) did not have sufficient manpower initially to fill these positions, it was agreed that the staffing would be accomplished temporarily on an overtime basis with reimbursement by this Agency. We advanced to GSA \$406,210.56 to provide for such costs during fiscal year 1977.

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The need for overtime work [redacted] has been reduced somewhat by concerted recruitment efforts, plus the cooperation of the FPS in transferring officers to the areas affected. During the past seven months, this Agency has fully processed the requisite clearances for numerous applicants for FPO positions. This effort has totally eliminated FPS overtime costs borne by GSA for FPS coverage of Agency buildings in the Washington metropolitan area. This Agency, however, continues to be charged a substantial amount

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of overtime because the fully cleared FPO applicants, who would offset our deficit [redacted] cannot be employed because of the current hiring freeze.

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The General Services Administration can assist this Agency in eliminating this overtime burden by accepting [redacted]

regularly FPO-staffed buildings and accepting the responsibility for permanently staffing these buildings at the standard reimbursement rate. We ask that you now agree to assume this responsibility no later than 30 June 1977 and that no overtime charges be made for regularly scheduled FPO coverage after that date.

We appreciate your assistance in this matter.

Sincerely,

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JFB
John F. Blake
Deputy Director
for
Administration

ORIGINATOR:

STATINTL

[redacted]
Robert W. Gambino
Director of Security

10 MAY 1977

Date

Distribution:

Orig - Adse
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REFERENCE

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9 FEB 1976

Mr. Jack Eckerd, Administrator
General Services Administration
Room 6137, GSA Central Office Building
13th & F Streets, N. W.
Washington, D. C. 20405

Dear Mr. Eckerd:

Reference is made to our meeting of 29 January 1976 during which we discussed the difficulties this Agency is experiencing with reference to the Federal Protective Officer shortage. In accordance with your request, this letter is being sent directly to you, setting forth our FPO problems and suggested solutions.

On 3 February 1976, representatives of the Office of Security of this Agency met with several representatives of the Federal Protective Service headed by Mr. Francis W. Burkart, Director, Federal Protective Service Division. Our primary purpose for the meeting was to discuss the problems of FPO staffing for the [redacted] which we have recently acquired, and FPO staffing problems in general. This group was able to jointly acknowledge existing problems and make recommendations for solutions.

The greatest difficulty we experience in attempting to acquire new FPOs is their reluctance to accept the extra travel necessary to work in the Langley, Virginia area and their knowledge that refusal to submit to a polygraph examination (required but voluntary) will keep them from being assigned to CIA. FPOs can be assigned to other agencies without the travel and polygraph requirements at the same wages.

The following suggested alternatives were agreed upon by those in attendance as possible solutions to our current FPO staffing problem:

- a. The General Services Administration could advertise the job vacancy for assignment to CIA only, with the

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stipulation that the applicant sign a statement of understanding that he is being considered for assignment only to CIA installations. If he cannot complete the requirements for the security clearance -- background investigation, and polygraph examination, he will be released from GSA. The applicant would be paid for the time he had spent with GSA prior to the disapproval.

- b. An applicant could also sign a similar statement of understanding with the proviso that he must accomplish the same CIA clearance requirements before entering the GSA payroll. In this instance, no salary is involved prior to the security approval.
- c. An incentive could be offered for employment at Langley, Virginia; namely, the increase of the salary of FPOs at the Headquarters installation and nearby facilities by at least two steps within grade. This incentive would apply to applicants as well as FPOs currently on duty at such facilities.

This Agency currently is experiencing a shortage of 41 authorized FPOs due to retirements and resignations. In March 1976, nineteen additional FPOs will be eligible to retire with no immediate replacements. The hiring freeze contributes to this shortage, as well as the reluctance of applicants to be assigned to this Agency.

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The 3 February 1976 meeting did result in at least a temporary solution to the FPO staffing requirement at [redacted] which we plan to occupy in the immediate future. It was agreed that the staffing would have to be accomplished on an overtime basis, until the recruiting problems could be resolved, at a cost to this Agency of \$6,617 per week, minimum.

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We are appreciative for this interim solution to our staffing requirement [redacted]

hopefully, we both can look forward to regular staffing of our installations and relief from the inordinate overtime cost currently being experienced.

We enjoyed meeting with you and your associates and look forward to a continued close relationship. Any assistance that you could render to the problems we have discussed will be greatly appreciated.

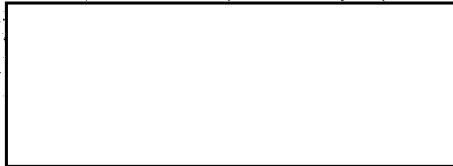
Sincerely,

/s/

John F. Blake
Deputy Director
for
Administration

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cc:



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ORIGINATOR:



Robert W. Gambino
Director of Security

9 FEB 1976

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